**Configuration Management Report**

Our system, named Library Management System, does not require external systems to interact with in order to achieve full function. Nor does it have any hardware requirements. This means any change done will have a much smaller impact on average.

LMS is a school project, so that alone reduces its impact as it will not be an actual product used, thus loosening a few of the normally strict protocols and regulations.

LMS is also a small scale project handled by 3 individuals making any change request significantly easier, and communication that much better than a much larger scale project.

Our Project Manager handles all the change requests or just any action that affects more than just their respective fields. All documentation goes through him before being put up as a final draft. Thus he actually makes most of the changes to documentations either to correct grammar, to make proper format arrangements or to make sure different documents don’t contradict each other.

Any changes to the plan of the project or how it is conducted is either approved by the Project Manager or suggested by him to be approved as a group. Since all documentation is being read by the Project Manager this sort of change management works well in this project.

Unofficially the team is in constant communication through the social media to talk to each other about every bump they stumble or change they wish to make, taking full advantages of being a small task force.

Initially it was decided that Test Case Reports would be given alongside their corresponding use case code deliveries. However due to reasons given in the Risk Management Report it was changed to give 6 test case reports for delivery 4 and the other 6 for delivery 5.